

MEMORANDUM FOR: Chief, PPBS

seen 8/28

Ed:

EHK has reviewed [] report on MIS and approved the recommendations to continue the study. I think it might be beneficial for EHK to be briefed by you and Lee on the highlights of the report. It is a well-written report but quite long and I think in order to insure that the message is reported loud and clear a verbal exchange would be worthwhile. Let me know what you think and I will set up a time for you if you desire.

Al

28 August 1969
(DATE)

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ROUTING SLIP

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Your MIS paper was in the Front Office.
 I believe the paper was referring
 to for discussion with you was the Film
 Handling one. He says this has been done
 and you are following through.

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27 August 1969

MEMORANDUM FOR: EHK

Hank:

Here is comprehensive and scholarly study of the MIS. I recommend that you take time to study it in detail. It took six months to produce and contains much valuable information. Like Lee's earlier reports, much of the prime information is in the appendices, particularly Appendix C and E. Appendix D is an attempt to make you "go to school" on Management Information Systems.

Some of the highlights of the report include:

1. The MIS system currently costs us about per year or about 12 man years of effort.
2. The cost is not excessive in terms of the stated purpose of MIS; however, the MIS is not meeting design objectives.
3. In its early years MIS was oversold both internally and externally. There is a consequent credibility gap wide-spread among Center managers as to its value.
4. PPBS believes we should continue the system for the present while seeking improvements to it. More study is called for using perhaps contractual assistance.

When all is said and done with, I think you should approve the recommendations, set some rigid time deadlines and tell them to get on with it. My main concern is the continuing lack of management information available to the Office of the Director because of the obvious discrepancies in the current MIS. We need to improve MIS for sure but we can't wait for the ultimate system before getting information on what's going on in the Center. The last PPBS Management Information briefing was given to you on 1 April (Briefing). We get no monthly reports from the Groups or Staff with the exception of the Personnel Branch. All too often we learn of our deficiencies from external sources. While we await the improved MIS we need something else to fill the gap.

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